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**CALL FOR PROPOSAL - CONSULTANCY SERVICES****CONSULTANCY SERVICE TO FACILITATE ESTABLISHMENT OF DRUG EPIDEMIOLOGY NETWORKS/OBSERVATORIES IN AFRICAN UNION MEMBER STATES**Reference No.: **AUC/SAD/C/9****Background**

The African Union was established as a unique Pan African continental body. It is charged with the responsibility of spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States; as well as developing a new world wide partnership. Its Headquarters is located at Addis Ababa, capital city of Ethiopia.

The African Union is implementing the AU Plan of Action on Drug Control (2013-2018) whose fundamental goal is to improve health, security and socio-economic well-being of people of Africa by reducing illicit drug use, trafficking and associated crimes. A key feature of the Plan is capacity building in research, information collection and development of monitoring systems.

Africa has become a major transit route in the global trade in narcotics drugs with significant social and security challenges. The impact of illicit drugs on society includes negative health consequences associated with drug use, impact on productivity in monetary terms and costs associated with drug related crime. However, the real magnitude of the drug problem, especially in Africa, is largely unknown due to insufficient and even unreliable information.

Confronted with these challenges, the African Union Commission is working with all Member States and International partners to increase evidence based services for drug use problems through inter-alia the establishment of epidemiological networks and observatories to provide much needed evidence for policy formulation and service delivery. In seeking to achieve this objective, the African Union intends to recruit a consultant(s) in drug use epidemiology to facilitate establishment and operationalization of the networks/observatories in Member States in Lots stated below.

In September 2016, a consultant was recruited to facilitate the establishment of and operationalization of drug epidemiology networks/observatories in an initial lot of five countries namely: Angola, Cameroon, Tanzania, Uganda and Zambia. Data collection tools were produced and Network focal points in these countries were trained. The five countries are expected to produce their national drug epidemiology reports for 2016 and 2017 which will be used in the production of the African Union Continental Drug Epidemiology reports for 2016 and 2017.

**Scope of the Assignment**

The work involves conducting in-country drug epidemiology assessment missions, training and reporting on the establishment of national and regional epidemiological networks, and compilation of the African Union Annual Continental Drug Epidemiology Report. The work will cover 15 AU Member States divided into three lots of five countries each. Award of contract will be based on lots. The lots will comprise the following countries:

- Lot 1:** Botswana, Ghana, Namibia, Togo, and Tunisia  
**Lot 2:** Cape Verde, the Gambia, Guinea, Malawi, and Swaziland  
**Lot 3:** Algeria/Niger, Burkina Faso, Chad, Comoros, and Cote d'Ivoire

The African Union reserves the right to replace the names of countries in each lot based on the countries' readiness and preparedness to start the project.

## **Activities**

The consultant(s) shall provide technical and managerial oversight on the design, establishment, and management of the national, regional and continental epidemiological network; and using tools previously developed

- Update and maintain standard operating procedures for scanning, analysis, source verification, and reporting activities
- Carry out assessment missions to selected Member States to review existing and potential information sources.
- Provide technical and practical guidance to countries and communities in all aspects of drug epidemiology in order to address emerging and changing problems associated with drug use.
- Provide training to national focal points on the design, management and evaluation of protocols and questionnaires, sample selection and analysis.
- Support the organization of network meetings and consultations, including training of focal points and network members on the interrogation of data and the collation of national reports with policy indicators and gaps for further investigation or research.
- Participate in research activities, interpret results and prepare technical reports and scientific articles.
- Collate a continental report on the prevalence, trends, and patterns of drug use related issues.

## **Deliverables**

### **Lot 1**

1. Inception report with detailed work plan
2. Combined and comprehensive country assessment report
3. Training of drug epidemiology national network focal points conducted
4. Continental Drug Use Epidemiological Report for the period 01 January 2016 –31 December 2016 produced. The report shall be based on data from AU Member States with already established and existing drug epidemiology networks/observatories

### **Lot 2**

1. Inception report with detailed work plan
2. Combined and comprehensive country assessment report
3. Updated standardised data collection tools
4. Updated training Manual/Tool
5. Regional and national training Conducted

### **Lot 3**

1. Inception report with detailed work plan
2. Combined and comprehensive country assessment report
3. Training of drug epidemiology national network focal points conducted
4. Continental Drug Use Epidemiological Report for the period 01 January 2017 - 31 December 2017 produced.

## **Qualification and Experience of the Individual Consultant**

### **Education**

- A least a Master's degree in drugs and substance use epidemiology, public health, social sciences or any related field with a major in statistics.

### **Experience**

- Preferably a minimum of seven (7) years of relevant and practical experience in drug and substance use epidemiology.
- Strong knowledge and understanding of theory and concepts on drug control and crime prevention, particular, drug demand reduction, drug supply reduction, harm reduction, and the use of narcotic drugs and other controlled substances for medical use while managing their diversion.
- Strong knowledge and understanding in establishment and management of drug and substance use epidemiology networks.
- Evidence of professional capacity to acquire skills in the distillation, interpretation, and verification of unstructured scientific and popular data.
- Knowledge of current drug and substance use epidemiological developments and techniques.
- Extensive experience of statistical analysis, interpretation, and reporting.
- Knowledge of quality assurance methods for data collection and analysis.

### **Required Skills**

- Ability to write technical and non-technical information material.
- Ability to work collaboratively on a multi-disciplinary team.
- Demonstrated skills in leadership, diplomacy, collaboration, and interpersonal communication.
- Ability to work in a multi-cultural environment
- Ability to work with sensitive data and information in an ethical, confidential, and trustworthy manner.

### **Information Technology Skills**

Proficiency in the use of at least one software in each of the following categories:

- Word processing
- Spread sheet
- Database
- Internet use
- Statistical analysis (EpiInfo, STATA, SPSS, SAS, R)

### **Language Requirement**

Proficiency in one of the African Union working languages. Knowledge of one or several other working languages would be an added advantage. Thus, proficiency in English and French is essential for Lots with majority English and French speaking countries respectively.

### **Duration**

The consultancy contract(s) shall be for a period of 120 days for each Lot of countries. The expected start date is June 2018 and completion no later than 30<sup>th</sup> of December 2018.

## **Payment Terms**

### **Lot 1**

1. 50% - upon submission of an inception report and a consolidated comprehensive and combined country mission assessment report.
2. 50% - upon completion of full assignment:
  - Training of drug epidemiology national network focal points conducted
  - African Union Continental drug epidemiological report for the period 01 January 2016 - 31 December 2016 produced

### **Lot 2**

1. 50% - upon submission of an inception report and a consolidated comprehensive and combined country mission assessment report.
2. 50% upon completion of the assignment
  - Training of drug epidemiology national/regional network focal points conducted
  - Updated standardised data collection tools
  - Updated training Manual/Tool

### **Lot 3**

1. 50% - upon submission of a consolidated comprehensive and combined country mission assessment report.
2. 50% - upon completion of full assignment:
  - Training of drug epidemiology national network focal points conducted
  - African Union Continental drug epidemiological report for the period 01 January 2017 - 31 December 2017 produced

The African Union Commission now invites eligible Individual Consultants to send their proposal in providing the services.

For evaluation of the expressions of interest the following criteria will be applied:

- a) General Education Qualification and Relevant Training of the trainer (20 points);
- b) Experience of the training related to the Assignment (40 points);
- c) Technical approach and methodology (30 points)
- d) Work plan (10 points)

Interested Individual Consultants are requested to submit the following documents for AUC's consideration as part of their proposal.

- a) Technical Proposal on:
  - CV of the Individual Consultant
  - Methodology to be used in undertaking the assignment
  - Time and activity schedule
- b) Financial proposal
  - Daily Training Fee in US\$
  - The selection method is Fixed Budget Selection and the Budget available under each Lot is US\$ 36,000
  - Travel expenses of the consultant(s) shall be covered by the African Union Commission in accordance with AU rules and regulations.

Further information can be obtained at the address below during office hours 8:00-13:00hrs and 14:00-17:00 hours Local Time.

Proposal must be delivered in a written form to the address below not later than 15:00 hours local time, on May 4, 2018.

**African Union Commission,  
Attn: Carine Toure Yemitia (Mrs.)  
Head of Procurement Travel and Store Division  
Building C, Room 327  
P.O.Box 3243, Roosevelt Street  
Addis Ababa, Ethiopia**  
Tel: +251 (0) 11 551 7700 – Ext 4305  
Fax: +251 (0) 11 551 0442; +251 11-551-0430  
E-mail: [tender@africa-union.org](mailto:tender@africa-union.org)